



BOARD OF TRUSTEES PUBLIC MEETING MINUTES

Montgomery College

Public via Zoom Webinar • 301-715-8592 • Webinar ID: 949 9377 9800

Trustees in Central Services Building, 9221 Corporate Boulevard,

Rockville, Maryland, CT S109

December 13, 2021

1. CALL TO ORDER

The Montgomery College Board of Trustees convened in room S109 of the Central Services Building in Rockville, Maryland, on December 13, 2021, for the public session of its December meeting. The meeting was broadcast via Zoom webinar for all public attendees.

Board Chair Knapp called the public meeting to order at 7:44 p.m.

2. ROLL CALL

Trustees Present:

- Trustee Gloria Aparicio Blackwell
- Trustee Kenneth J. Hoffman
- Trustee Omar A. Lazo
- Trustee Robert F. Levey
- Trustee Maricé I. Morales
- Trustee Marsha Suggs Smith
- Trustee Evan J. Wellek
- Trustee Frieda K. Lacey, Second Vice Chair
- Trustee Michael A. Brintnall, First Vice Chair
- Trustee Michael J. Knapp, Chair

3. APPROVAL OF AGENDA

Trustee Levey made a motion to approve the agenda. Trustee Morales seconded.

A vote was taken and the motion passed unanimously.

4. APPROVAL OF MINUTES

November 15, 2021 Public Meeting

Trustee Morales made a motion to approve the minutes. Trustee Lacey seconded.

A vote was taken and the motion passed unanimously.

5. REPORTS

A. President's Report

In Dr. Dukes' absence, Dr. Stephen Cain, chief of staff/chief strategy officer, delivered the president's report. He thanked the Board of Trustees for their ongoing work, particularly with the search for a new permanent president of the College.

Dr. Cain stated that 70 percent of classes are scheduled for face-to-face meetings in the spring and students registered for those classes are required to be vaccinated. The system for providing proof of vaccination is now live for registered students and that there is a process for students to apply for exceptions in the case of medical or religious restrictions.

On a different topic, Dr. Cain reported that a resolution for the creation of a new data science associate's degree would be presented for the board's consideration later in the evening. He stated that data science is an expanding field with significant value to a variety of industries, and that data collection and assessment has been the focus on the student success score card at the College for the last seven years.

Dr. Cain closed his report with a reminder that the most recent metrics are available on the College's website and include improvements to enrollments in gateway courses and achievement of year one milestones.

B. Chair's Report

Board Chair Knapp began his report with a status of the presidential search, announcing that the board is on track to announce the appointment of a new president before winter break. Chair Knapp thanked Second Vice Chair Dr. Michael Brintnall, chair of the search advisory committee, Second Vice Chair Lacey and Trustee Aparicio Blackwell, and all the members of the committee.

Turning his attention to several recent events, Board Chair Knapp reported that he joined Dr. Dukes in a meeting with the county executive to review the College's capital budget on December 3. He also met with the county's chief administrative officer to discuss the East County Expansion on December 6.

Board Chair Knapp closed his report with thanks to the trustees who attended the Gaithersburg-Germantown Chamber of Commerce Annual Dinner and the Committee for Montgomery Legislative Breakfast.

6. BUDGET MATTERS

Budget and Financial Sustainability Committee Report

Committee Chair Suggs Smith reported that the Budget and Financial Sustainability Committee met on December 8 to preview the proposed FY23 operating budget, which would now be presented to the full board.

Presentation of the Proposed FY23 Current, Enterprise, and Other Funds Budgets

Dr. Cain thanked Trustee Suggs Smith and the members of the Budget and Financial Sustainability for their review of the proposed budget. He also thanked Senior Vice President Collette, Chief Business/Financial Strategy Officer Greaney, their staff, and the College community for their work in developing the proposed budget.

Mr. Collette began the presentation by outlining five priorities of the proposed budget request: 1) Accelerating Student Access, Affordability and Success, 2) Enrollment Management, 3) East County Presence, 4) Institutional Sustainability, and 5) Workforce Alignment and Development. In addition, Mr. Collette stated that this year the county has instituted a new racial equity lens for reviewing agency budgets.

Mr. Collette reported that the proposed operating budget assumes the first tuition increase in three years. The total request of \$321.7 million will support the College's mission, values and fiscal year priorities, which include funding to initiate a presence in the East County as well as compensation.

7. LIAISON REPORTS

MONTGOMERY COLLEGE ALUMNI ASSOCIATION

Trustee Wellek reported that the MC Alumni Association Board of Governors held a meeting on November 18, at which the Alumni Board received reports on current College events, fundraising, and mentorship. In closing, Trustee Wellek reported with great enthusiasm about the Ollie's Italian Sub Night Event, which was a fundraiser for alumni scholarships.

MONTGOMERY COLLEGE FOUNDATION

Trustee Suggs Smith reported that the Montgomery College Foundation Board of Directors held a hybrid meeting on November 17, at which the Foundation Board received reports on fundraising status, major gifts, and upcoming events.

PIC MC FOUNDATION BOARD

Trustee Hoffman reported that he attended the PIC MC Foundation Board of Directors meeting on November 17, where the board was formally introduced to its new executive director, Mr. Mike Smith. In closing his report, Trustee Hoffman presented a PIC MC marketing graphic illustrating the advantages of PIC MC: Academic+Business+Research+Prime Location=Company Success.

8. CONSENT AGENDA

BR#22-12-027

Personnel Actions Confirmation Report

Trustee Levey made a motion to approve the consent agenda. Trustee Suggs Smith seconded.

A vote was taken and the motion passed unanimously.

9. CHANGE ORDER

BR#22-12-028

Contract Change Order, Hosted Unified Communications as a Service, Bid 517-004

Trustee Lazo made a motion to approve the change order. Trustee Levey seconded.

A vote was taken and the motion passed unanimously.

10. AWARD OF CONTRACT (COMPETITIVE)

BR#22-12-029

Multiple Awards of Contract, Construction Manager at Risk for Collegewide HVAC Upgrades on the Germantown,

Rockville and Takoma Park/Silver Spring Campuses, Bid e622-004

Trustee Morales made a motion to approve the award of contract. Trustee Aparicio Blackwell seconded.

A vote was taken and the motion passed unanimously.

11. ACADEMIC MATTERS

BR#22-12-030

BR#22-12-031

**Creation of the Data Science Associate of Science
Exemption of the 60-Credit Requirement for Community
Health Area of Concentration, Arts and Sciences Associate of
Arts**

Trustee Brintnall made a motion to approve the two academic matters. Trustee Morales seconded.

A vote was taken and the motion passed unanimously.

12. BUDGET MATTER

BR#22-12-032

**Amendment to the Proposed FY23 Capital Budget and Six-
Year FY23-28 Capital Improvement Program**

Trustee Morales made a motion to approve the amendment. Trustee Levey seconded.

A vote was taken and the motion passed unanimously.

13. NEW BUSINESS

There was no new business to come before the board.

14. TRUSTEE COMMENTS

There were no trustee comments.

15. ADJOURNMENT

Trustee Morales made a motion to adjourn. Trustee Aparicio Blackwell seconded.

A vote was taken and the motion passed unanimously.

The meeting adjourned at 8:50 p.m.

Signature on file

Michael J. Knapp
Chair, Board of Trustees

Signature on file

Stephen D. Cain, Ph.D.
Chief of Staff/Chief Strategy Officer
Acting for Charlene M. Dukes, President